

CRONTON PARISH COUNCIL

ANNUAL MEETING



Minutes of the ANNUAL MEETING OF THE PARISH COUNCIL held on 14 MAY 2018 at 7.26 pm at the Parish Council Office, 7 Hampton Drive, Cronton.

Present : Councillors W Cook (Chairman), D Bray, S Cooper, J Foran, G McGann and G Pentin

In attendance: Vitti Osborne (The Clerk)
1 Member of the public

1. ELECTION OF CHAIRMAN 2018/19

It was moved by Councillor S Cooper, seconded by Councillor G McGann and **resolved unanimously** that Councillor Will Cook be re-elected Chairman for 2018/19.

2. CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

After signing the Declaration of Acceptance of Office, Councillor Will Cook took the Chair.

3. ELECTION OF VICE-CHAIRMAN 2018/19

It was moved by Councillor G McGann, seconded by Councillor D Bray and **resolved unanimously** that Councillor S Cooper be re-elected Vice-Chairman for 2018/19.

4. APOLOGIES

It was resolved that apologies for absence received from Councillor D Rostance be accepted.

5. DECLARATIONS OF INTEREST

It was reported that no declarations of Interest were received.

6. MINUTES

It was resolved to accept the minutes of the Council Meeting held on 26 March 2018 as an accurate record and signed by the Chairman.

7. PUBLIC PARTICIPATION

There were no issues raised by the member of the public present.

8. COMMITTEE MINUTES

It was resolved that the minutes of undermentioned Committees be noted:

- (a) General Purposes and Environment Committee meeting held on 16 April 2018
- (b) Finance and Policy Committee meeting held on 16 April 2018

9. STANDING ORDERS AND FINANCIAL REGULATIONS

It was resolved that the Standing Orders and Financial Regulations be adopted for 2018/19.

10. POWER OF DELEGATION

It was resolved that the Powers of Delegation to Committees be adopted for 2018/19.

11. TERMS OF REFERENCE OF COMMITTEES

It was resolved that the Terms of Reference of the undermentioned Committees be adopted for 2018/19.

- (a) General Purposes and Environment Committee
- (b) Finance and Policy Committee

12. COMMITTEES AND MEMBERS

It was resolved that the undermentioned Committees be appointed for 2018/19:

FINANCE AND POLICY COMMITTEE

Cllr W Cook (Chairman)
Cllr S Cooper (Vice-Chairman)
All other Council Members

GENERAL PURPOSES AND ENVIRONMENT COMMITTEE

Cllr D Rostance (Chairman)
Cllr S Cooper (Vice-Chairman)
All other Council Members

13. REPRESENTATIVES TO OUTSIDE BODIES

It was resolved that the undermentioned representatives to outside bodies be appointed:

- **POLICE LIAISON** – *Cllr D Rostance*
- **MAPTC** - *(Depends on the agenda – a Cllr will attend)*
- **HEALTHWATCH KNOWSLEY** – *Cllr D Bray*
- **MERSEYTRAVEL : CUSTOMERS FORUM** – *Cllr G McGann*
- **CRONTON PATHWAYS PROJECT**- *Cllr D Rostance*

14. COMPLAINTS PROCEDURE

It was resolved that the Complaints Procedure be adopted for 2018/19.

15. FREEDOM OF INFORMATION

It was resolved that the Freedom of Information Publication Scheme is adopted for 2018/19.

16. END-OF-YEAR REPORTS

It was resolved that the undermentioned End-of-Year Reports be received:

- (a) Chairman's Annual Report
- (b) General Purposes and Environment Report
- (c) Finance and Policy Report
- (d) Police Liaison Report

17. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2017/18 PART 2 – INTERNAL AUDIT

- (a) The Internal Audit Report of the audit took place on 8/5/18 were presented to the Council for consideration.

It was resolved that Internal Audit Report for 2017/18 be noted and accepted.

- (b) The signed Annual Internal Audit Report of the Annual Return (Part 2) was presented to the Council for consideration

It was resolved that the Annual Internal Audit Report of the Annual Return (Part 2) be noted and accepted.

- (c) **It was resolved** that the internal audit fee of £90 be approved.

18. ANNUAL RETURN 2017/18

The Council's Annual Return for the year ended 31 March 2018 – Section 1 (Annual Governance Statement 2017/18) and Section 2 (Accounts Statements 2017/18) were presented to the Council for approval.

- (a) **It was resolved** that Section 1 (Annual Governance Statement) of the Annual Return for the year ended 31/3/18 be approved.
- (b) **It was resolved** that Section 2 (Accounting Statements) of the Annual Return for the year ended 31/3/18 be approved.

The Chairman and the Clerk/Responsible Financial Officer signed Sections 1 and 2 of the Annual Return respectively.

19. CERTIFICATE OF EXEMPTION FROM LIMITED ASSURANCE REVIEW 2017/18

It was resolved that the Council be certified as exempt from a limited assurance review by satisfying the following criteria:

- the higher of total gross income or total gross expenditure below £25,000
- no public interest report/statutory recommendation/advisory notice/judicial review/application to court re unlawful item of account issued by its external auditor in the prior year
- been in existence since before 1/4/14

The Certificate of Exemption was signed by the Responsible Financial Officer and the Chairman.

20. FIXED ASSET REGISTER

The Fixed Asset Register was presented to the Council for consideration and approval.

It was resolved that the updated Fixed Asset Registered at 31 March 2018 be accepted.

21. INTERNAL AUDITOR

It was resolved that Dave Blanchflower be re-appointed Internal Auditor for 2018/19 and a remuneration of £97 be approved.

22. PLANNING APPLICATIONS

(a) **Ref. No: 18/00246/FUL**

Location: Castle View Cronton Road Cronton WA8 5PX

Proposal: RETENTION OF USE OF DWELLING AS HOLIDAY HOME FOR RENT

After careful consideration, the Council supported the reasons for objection submitted by the two residents. **It was resolved** that the Council objects to the planning proposal.

(b) **Ref No. 18/00244/FUL**

Location: 345 Cronton Road Cronton WA8 5QD

Proposal: ERECTION OF DETACHED BUNGALOW WITH ACCOMMODATION WITHIN LOFT SPACE, TOGETHER WITH ASSOCIATED ACCESS

It was resolved that the Council has no observations to make on this planning proposal.

(c) **APP. NO: 18/00234/PDE**

LOCATION: 68 Hall Lane Cronton Knowsley

PROPOSAL: ERECTION OF SINGLE STOREY REAR EXTENSION MAXIMUM DEPTH FROM REAR WALL: 3.8 METRES MAXIMUM DEPTH FROM ORIGINAL REAR WALL: 5.8 METRES MAXIMUM HEIGHT: 3.45 METRES HEIGHT OF EAVES: 2.75 METRES

DECISION House prior approval is not required

It was resolved that planning decision on the above-mentioned application be noted.

23. BUDGETARY CONTROL REPORT

It was resolved that the Budgetary Control Report as at 14 May 2018 shown in Appendix A be received and approved.

24. RECEIPTS AND PAYMENTS

It was resolved that receipts and payments as listed in the attached Appendix be noted and approved.

25. THE INDEPENDENT REMUNERATION PANEL ON TOWN/PARISH COUNCIL ALLOWANCES

It was resolved that the Report of the Independent Remuneration Panel on Town/Parish Council Allowances 2018 be noted.

26. GENERAL DATA PROTECTION REGULATION 25/5/18

Councillors S Cooper and G McGann will look into the privacy notice and policy for the Council.

27. VILLAGE AND COMMUNITY ISSUES

The street lights between Tue Lane and Foxes Bank Lane were still out of order despite repeated reportings to Knowsley Council via SSE. It was suggested raising this matter with a Ward Councillor.

28. CRONTON NEWS

The copies of the spring newsletter were distributed.

The meeting closed at 8.07 pm.

Signed _____ Date 25 June 2018